

**SECRET**

16 JUN 1958

**MEMORANDUM FOR: Deputy Director (Support)**

**SUBJECT : OTR Activities**

1. The Office of Training reports on the following activities which occurred during the month of May 1958:

**a. Training Assistance**

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(2) The Evasion and Escape presentation held during the month [REDACTED] was attended by nineteen officers. All were enthusiastic and appreciative of the opportunity to participate. A number of them spoke highly of the installation, the caliber of staff personnel, and the high degree of professionalism evidenced throughout the orientation. Col. Matthew C. Stewart, one of the participants in the orientation, stated that it was one of the best exercises that he had ever attended and was of the opinion that the course was a real gesture of a better understanding between the Services and the Agency. He suggested a one-day visit by his superior, General Erskine, Assistant to the Secretary of Defense (Operations).

A memorandum has been received from the Chief, PP Staff-DD/P, expressing the appreciation of his Staff for "the outstanding

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coordination achieved between the Training Division and this Staff in effecting the subject training course." The Chief, PP, went on to say that as a result of the great effort made by OTR, a sound basis of understanding in future coordination has been effected in the paramilitary field between the Military Services and the Agency.

**b. Internal Training Activities**

(1) The Summer Trimester of the Voluntary Language Program was started during the month of May. Forty-five classes are being conducted in Arabic, Czech, Chinese, French, German, Italian, Polish, Persian, Portuguese, Russian and Spanish. Total student enrollment is 284.

(2) External training requirements for FY 1959 are estimated to cost two and a half times the FY 1958 expenditures. The increase by major components: DD/I, 200% increase; DD/E, 75% increase; and DD/P, 70% increase. Although a portion of the increase can be attributed to higher costs, the major portion directly reflects increased requirements.

(3) After six months of negotiation and processing, the first JOT covert recruitment has been accomplished. The individual received a final security clearance, was sworn in as a JOT on 14 May 1958, and will begin a seven-week period of covert training starting 1 June 1958.

(4) The ten-week course on Satellite Theory was completed by [REDACTED] on 27 May. The course was well attended and at its conclusion the lecturer received a rising vote of thanks from the students. The course, although highly technical at times, was considered a great success. Tapes for the entire series of lectures have been made available to OSI.

(5) A tentative schedule has been approved for a writing workshop for Agency regulations. The first running of the course is scheduled for September.

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(8) The employees of the [REDACTED] were recently acquainted with the details of their pending transfer to Government Services Incorporated. All were offered continued employment with no loss in pay and were advised that a representative of GSI would visit [REDACTED] in the near future to provide information on GSI employment benefits. The transfer action will be effective 30 June 1958.

**c. Monthly Enrollment**

During the month of May 881 persons were enrolled in the Office of Training conducted courses.

SIGNED

**MATTHEW BAIRD**  
Director of Training

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OTR/PPS/RBJH:rfb (6/16/58)